

YAKAMA NATION HUMAN RESOURCES DEPARTMENT JOB ANNOUNCEMENT



Announcement # Courtesy Issue Date: 08-11-15 Closing Date: 09-01-15

Chief Judge
Yakama Nation Tribal Courts
Department of Justice Services
Hourly Wage: DOQ / Full-Time Regular
Judicial Positions are four (4) year terms

The Chief Judge presides over cases brought before the Tribal Courts (Adult, Juvenile, and/or Appellate), using applicable tribal laws in accordance to the Revised Yakama Codes (RYC), General and Tribal Council Resolutions, Yakama customs and traditions, and Appellate legal precedence. In a timely manner issue any writ, order, decree judgment and legal memorandum necessary and proper to the complete exercise of their powers as prescribed in the RYC.

The Chief Judge shall supervise the Associate Judge(s) and Juvenile Judge with training, attendance, ethics, prioritizing duties and responsibilities (example: ensuring written orders are issued in a timely manner) and assignment of cases as applicable by law. The Chief Judge shall be responsible for holding meetings with judges and evaluating the performance of all judges on an annual basis.

Knowledge, Skills, and Abilities:

- Knowledge and ability to apply laws, rules, regulations and ordinances of the Yakama Nation along with applicable Federal Law. Must have knowledge of the customs, traditions, and tribal laws of the Yakama Nation.
- Ability to perform and comprehend complex legal research of case law/traditional law and render decisions fairly, timely, and consistently.
- Excellent oral and written communication skills required; interpreting laws and findings of the Court.
- Ability to work closely with the Court Administrator and other court personnel to coordinate court activities to improve service and administer justice to all.
- Chief Judge shall work administratively with the Court Administrator to develop and establish realistic goals and objectives on an annual basis which requires Tribal Council approval.
- Knowledge and ability to exercise the use of effective case management workflow, using best practices.
- Knowledge of the Yakama Nation's organizational structure, channels of communication, and standard operating manuals and tribal directives.
- Skills in dealing with persons in conflict and in interpersonal relations of the court and other professional practicing law before the court.
- Ability to work within established policies, rules, and procedures.
- Ability to make independent, decisive action by weighing all of the facts presented and renders a clear, swift, fair and impartial decision.
- Ability to establish and maintain effective working relationships while working under stressful, fast-paced conditions.
- Ability to follow the ascribed organization chart with lines of authority as approved by the Law & Order Committee or Tribal Council. Receives instruction of a broad judicial nature with overall plans and program objectives authorized through channels established by the Tribal Council.
- Ability to effectively supervised Associate Judge(s)/Juvenile Judge and will provide annual performance evaluations.

Special Recruiting Requirements:

RYC 2.02.01 requires:

- A. Membership or an enrollment in the Yakama Nation;
- B. Membership or an enrollment in any Indian Nation within the United States;
- C. Resident of the Yakama Reservation and/or ceded area;
- D. Never convicted of a felony. Never convicted of a misdemeanor within one year of appointment;
- E. Must have completed twelve (12) years of education or GED;
- F. Must have knowledge of the customs, traditions and laws of the Yakama Nation.

General Recruiting Indicators:

- Candidates who have graduated from an accredited Law School are encouraged to apply, although it is not required.
- Legal or related work experience/education is highly desired.
- Must have excellent work attendance and writing skills.
- Must be of good moral character /temperance. Must possess high ethical and personal standards and is required to take an Oath of Office.
- Travel may be required. Incumbent requires a Valid Driver's License to operate Tribal Vehicles and to maintain Tribal insurance requirements.
- The judiciary is subject to the RYC. Judge positions are for four (4) year appointments by Tribal Council Resolution.